

**SECURITY COMMITTEE
SECURITY AWARENESS SUBCOMMITTEE**

13 September 1983

**TO: Members
Security Awareness and Education Subcommittee**

FROM:
Chairman

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**SUBJECT: Minutes for 24 August 1983 Meeting
Agenda for 6 October 1983 Meeting**

1. Minutes for the 24 August meeting are enclosed.
2. The next Subcommittee meeting will be held on 6 October 1983 in Room 7D32, CIA Headquarters, from 1000 - 1230 hours. The meeting's agenda is enclosed. Recommended additions or changes to the Agenda may be submitted to the Chairman by phone.
3. Typed summaries of your Department/Agency Security Awareness Program, and your specific duties within that program are due at this meeting. This data will become a permanent part of the Subcommittee files and will be updated periodically.

Chairman

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along with suggestions for future Subcommittee projects.

2. The Subcommittee discussed possible future plans and activities. Effort will be put forth to obtain funds for the Subcommittee's projects. Members volunteered that issues to be addressed might include contractor security awareness, standardized briefings for subcompartments, and redoing a book of Subcommittee representatives and the Security Awareness programs available at their agencies to outside sources. Some discussion also took place concerning the issue of unauthorized disclosures or "leaks" and how or to what extent the Subcommittee should address the subject.

3. Mr. Joe Waggoner, FBI, invited all Subcommittee members to the FBI Academy at Quantico, VA, on 16 September, to participate in the production of a hostile threat video tape featuring FBI S/A David Major. Those interested were to contact Mr. Waggoner and meet at 8:30 a.m. on the 16th at the reception desk at the Academy.

4. Ms. Nancy Barnes, DISI, reminded members of a special security awareness program being sponsored jointly by TRW and DISI at the upcoming ASIS Conference in September. The program will be held on 13 September, from 5:30 - 6:30 in the International Ballroom at the Washington Hilton Hotel. Included in the program will be the debut of the new video tape "Operation Red Fox," which won first place in the audio-visual production category in the recent ASIS competition.

5. It was agreed that at least two members of the Subcommittee would bring recently completed video tapes to the next meeting for viewing. The next meeting will be held on 6 October 1983, at CIA Headquarters.



Executive Secretary
SAESC

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AGENDA
6 October 1983 Meeting
SECURITY AWARENESS SUBCOMMITTEE

1. Approval of Minutes, 24 August 1983 meeting.
 2. Distribution of SAESC Membership/Address list.
 3. Status of Subcommittee Charter. Final version forwarded to Security Committee for approval at their 14 September meeting.
 4. Catalog of Audio/Visual materials. Discuss recent Subcommittee accomplishments, what is needed, and how to proceed.
 5. Preview new video tapes:
 - "Operation Red Fox" - DISI
 - "Introduction of Communication Intelligence - SAESC/NSA
- (NOTE: Bring any additional video tapes which you desire to show to this meeting.)